

Privacy Notice – Admissions

*This Privacy Notice has been written to inform applicants to be admitted to Nunthorpe Multi Academy Trust about what the Trust does with your personal information. This Notice may be subject to change. **Note that the local education authority, Redcar and Cleveland and/or Middlesbrough Borough Council (as applicable) may also process personal data in relation to admissions and if so, will issue its own notice.***

Who are we?

Nunthorpe Multi Academy Trust is a ‘Data Controller’ as defined by Article 4 (7) of GDPR. This means that we determine the purposes for which, and the manner in which, your personal data is processed, in particular in relation to your application for admission to the school. We have a responsibility to you and your personal data and will only collect and use this in ways which are compliant with data protection legislation.

The Trust’s Data Protection Officer (DPO) can be found below. The role of the DPO is to ensure that the Trust is compliant with GDPR and to oversee data protection procedures. If you would like to talk about anything in this privacy notice, please get in touch with the people below. **Data protection lead for NMAT:** Mrs. Samina Javed-Sarwar.
Email: sjaved-sarwar@nunthorpe.co.uk

Data Protection Officer
GDPR Sentry
Thorp Arch Trading Estate
Unit 434 Birch Park
Wetherby
LS23 7FG

info@gdprsentry.com
0113 804 2035



What information are we collecting?

The categories of information that we collect, hold and share include the following:

- Name and address of applicant student
- Names of parents or guardians
- Names of siblings who already attend the Academy
- Name of current and previous school(s) and attainments while there
- Looked After or Previously Looked After status
- Pupil Premium eligibility

We may also process certain ‘special category’ data about our students including:

- SEN status or ECHP, if available

Why do we collect your personal data?

We use the information we collect to identify and select candidates for admission to the Trust's Academy.

The personal data that we collect in relation to applications for admission is processed in accordance with Article 6 and Article 9 of the UK GDPR. Our legal basis for processing your personal data, in line with Articles 6(1)(e) and 9(2)(g), is to fulfil the public function conferred on the school, ie to identify suitable candidate pupils and admit them to itself.

Who do we obtain your information from?

Much of the information we process will be obtained directly from you. We will also process information received from:

- Department for Education (DfE)
- Local Education Authority and any previous LEA's
- Previous Academy's attended

Who do we share your personal data with?

We routinely share personal data relating to admissions with:

- Redcar and Cleveland Borough Council and/or Middlesbrough Borough Council as applicable.

What rights do you have over your data?

Under the UK GDPR data subjects have the following rights in relation to the processing of their personal data:

- to be informed about how we process their personal data. This notice fulfils this obligation
- to request access to their personal data that we hold, and be provided with a copy of it
- to request that their personal data is amended if inaccurate or incomplete
- to request that their personal data is erased where there is no compelling reason for its continued processing
- to request that the processing of their personal data is restricted
- to object to their personal data being processed

If you have any concerns about the way we have handled your personal data or would like any further information, then please contact our DPO on the address provided above. If we cannot resolve your concerns you may also complain to the Information Commissioner's Office (the Data Protection Regulator) about the way in which the school has handled your personal data. You can do so by contacting:

First Contact Team
Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow Cheshire SK9 5AF
icocasework@ico.org.uk // 0303 123 1113

